

ACN

Assessment Council News

Newsletter of the IPMA-HR Assessment Council

June 2007

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Presidential Message

By Déonda Scott

Conference

Our 31st Annual IPMAAC conference is right around the corner. This year's theme is "The Gateway to Excellence in Assessment," and I know you'll find yourself at the gateway of some wonderful opportunities. From Sunday's pre-conference workshops through Wednesday's closing session, the Program Committee has put together an excellent array of sessions designed to refine and enhance your knowledge and skills. If you haven't yet made plans to join us, it isn't too late! You can get conference and travel information through IPMAAC Online at www.ipmaac.org.

One of the greatest values found at an IPMAAC conference is the chance to meet and talk with your colleagues who face similar situations and challenges. The Host Committee has done a great job of providing opportunities to meet people, have fun, and enjoy the city of St. Louis. I'm looking forward to seeing you at the President's reception on Sunday night.

Don't forget to buy your tickets to enjoy the **Riverboat Dinner Cruise**. We'll board the *Tom Sawyer*, a replica of a 19th century steamboat, and be whisked away on a two-and-a-half-hour sail on the waters of the mighty Mississippi River.

Webinars

Can't make it to this year's IPMAAC conference? Then why not bring it to your office? This year we're offering two conference sessions focusing on

best practices and special interests in the assessment community as "webinars" (Web-based seminars). Each live, interactive 90-minute session will be conducted via audio teleconference and the Internet, and participation requires only a phone line and a computer with Internet access.

Monday, June 11, 2007 from 10:30 to 12:00 Central DST: "Legal Update"

Jeffrey Feuquay, Ph.D., Esq., of Russell, Brown & Breckenridge will summarize the current legal state in order to ensure newer practitioners are up to speed. The focus will then shift to specific court decisions affecting the personnel assessment profession, with an emphasis on gleaned judicial trends and projecting future issues. The presentation will be interactive, with attendees actively involved in the discussion. To register, call Premiere Global directly at (800) 289-0579 and reference event code 9734521.

Monday, June 11, 2007 from 1:30 to 3:00 Central DST: "Online Assessment: Panacea, Pandora's Box, or Somewhere In Between? Best Practices, Thoughts and Current Challenges with Un-proctored and Proctored Online Testing"

In recent years, organizations have changed the way in which job applicants are recruited, screened, tracked, and hired. Internet-based recruiting has dramatically increased the number of applicants for most openings. Faced with ever increasing applicant numbers, organizations are turning to

(continued on next page)

online screening and selection tools to help manage the hiring process. The use of online assessment raises concerns and questions surrounding issues such as applicant identity, test security, un-proctored versus proctored test administrations, and legal defensibility. These issues and others will be discussed by a panel representing public and private sector users, test developers, content deliverers, researchers, and employment law specialists. Panelists will discuss their experience with online testing, benefits and pitfalls of online assessment, measurement reliability and validity, challenges of online test administration, and policies around online assessment. The panel chairs will ensure a lively discussion with ample time for audience questions and participation. The panel of experts represent multiple industries and perspectives. To register, call Premiere Global at (800) 289-0579 and reference event code 2141304.

Membership Dues

In the April *ACN*, I reported on the new membership dues structure that includes an IPMAAC membership option with limited IPMA-HR benefits. The chart below explains the possible variations and costs effective as of April 1, 2007.

Membership Options	IPMAAC Membership	IPMA-HR Membership	Total
IPMAAC Member with limited IPMA-HR benefits	\$75		\$75
IPMAAC and IPMA-HR On-line Member	\$50	\$100	\$150
IPMAAC and IPMA-HR Individual Member	\$50	\$145	\$195
IPMAAC and IPMA-HR Agency Member	\$50	Varies	Varies

If you have received an invoice from IPMA-HR that does not reflect these new rates, simply write in your membership choice on the invoice and send it back to IPMA-HR. They will send you a new invoice for the correct amount. If you know of people in our field who haven't joined yet, this would be a great time to tell them about IPMAAC!

Board Meeting

The IPMAAC Board of Directors will be meeting on Sunday, June 9, in St. Louis prior to the conference. If you have any matters that you would like the board to review, please contact me or another Board member. A report regarding the Board meeting and other business items will be delivered at the Conference Business Meeting on Tuesday, June 12, at 1:30pm. Please join us to learn more about IPMAAC and help applaud your friends and colleagues as they receive awards for their outstanding work and contributions to our field.

As always, please contact me with your suggestions, ideas, or assistance. I'm looking forward to seeing you in St. Louis!

Test Standards Management Committee Seeks Comments for Revision

The *Standards for Educational and Psychological Testing* (the *Standards*) are frequently cited in federal and state legislation, court decisions, and other policy and legal documents as the preeminent professional and scientific guidelines for the development, use, and validation of psychological and educational tests and assessments. A revision of the *Standards* (1999) has been approved by the three sponsoring associations - the American Educational Research Association (AERA), the American Psychological Association (APA), and the National Council for Measurement in Education (NCME).

In 2005, the sponsoring associations (AERA, APA, and NCME) appointed a Management Committee that is responsible for:

- determining the general scope and emphasis of the revision
- coordinating input and review of the revision
- overseeing the financial and managerial aspects of the revision

- appointing chairs and members of the Joint Committee who will conduct the revision

The revision will begin with a general call for comments from members of the sponsoring associations in addition to other groups and individuals having expertise and interest in educational and psychological testing. A call for comments will be posted at <http://www.aera.net/teststandards/SubmitComments.htm> in early June. Individuals and organizations are welcome to submit comments online through **October 15, 2007**.

After all comments have been received and reviewed, the Management Committee will collaborate with the Joint Committee co-chairs to determine the general areas or priorities for the revision and timeline. Based on the scope and focus of the revision, individual members with expertise in testing will be appointed to a Joint Committee which will begin the revision of the *Standards* in 2008.

Practice Exchange

By Warren Bobrow

This month, the ACN features a nominee for the Innovations in Assessment Award. If you are conducting a project or have implemented organizational, technical, or logistical improvements in your organization that you think would benefit others, or if you know someone who may have related information to share that would interest the ACN readers, please contact me at warren@allaboutperformance.biz or by phone at 310-670-4175.

Real World Performance

As is the case each year, the Innovations in Assessment Award committee received news of several interesting projects. These papers show the creativity of people in our field as they strive to solve selection issues in their organizations.

This month, the Practice Exchange highlights a submitted paper that attempts to solve a familiar problem: How do you design a work sample for a job that requires cognitive, rather than physical, abilities?

In 2006, the Montgomery County Office of Human Resources (OHR) in Maryland, in conjunction with the Montgomery County Fire and Rescue Services (MCFRS), developed such a tool. It was designed for a Fire/Rescue Lieutenant's promotional process and was called the Tabletop Exercise. The exercise was designed to measure operational capability, problem analysis, decision making, planning and organizing, leadership and supervision, interpersonal sensitivity, and oral and written communication in a field setting instead of in an assessment center. This allowed for the evaluation of a candidate's ability to effectively assess and gain control in the critical early stages of emergency events.

The Tabletop Exercise was designed to mirror real life where firefighters/rescuers are routinely dispatched on calls without knowing all of the details of the incident, thus placing the candidate in simulated emergency scenarios much like those encountered each day. Within the context of the exercise, candidates were required to demonstrate sound judgment in taking actions to mitigate the incident by vocalizing what they would do according to departmental policy. As the Officer in Charge, the candidate was expected to remain calm and alert, recognize important variables occurring in the incident, take effective action, and properly delegate to other personnel to successfully resolve the incident.

Candidates were provided a standard preparation period within which they were presented background information regarding the details of their assignment and the staff and

resources available to them. Candidates were given maps and radios and timed for a specified period designed to mirror their travel time to the incident. During this "travel time," they heard information dispatched and could communicate with dispatchers and other units using the radio. Experienced dispatchers who had been trained to conduct the Tabletop Exercise were located at a different site in the facility and interacted with candidates on secure channels. The dispatchers read from prepared scripts announcing specific statements at prescribed times to ensure that all candidates received the same information at the same time during their examination. The Tabletop Exercise was scored using standardized checklists that identified the key elements necessary to successfully handle each incident. Those aspects identified as critical to successfully mitigating the incident were weighted heavily (worth more points), while others deemed less critical received less weight (less points). Candidates participated in three Tabletop Exercise scenarios to insure that poor performance in one scenario alone would not result in failure.

Final promotional scores were based on the candidates' performance on the multiple-choice examination (40%), the Tabletop Exercise (20%), and an assessment component (40%). The assessment component included a written exercise and an oral interview exercise. The written exercise required the candidate to prepare correspondence (reports, memos, letters, etc.) that related to a complex fire/rescue situation based on written background information and instructions. The oral interview exercise required the candidate to resolve a problem with a role-played subordinate.

Candidates with final scores of 80 and above were rated as "Well Qualified", 70 – 79 were rated as "Qualified," and those scoring below 70 were not eligible for promotion.

The Tabletop Exercise brings the importance of incident safety and incident operations into the selection process. Just as important, this shows flexibility by the OHR in providing their client with an innovative tool to help meet their business need.

IPMAAC Across the Nation

News of the Councils

By Kristine Smith, Associate Editor

American Psychological Association (APA)

The 2007 conference is scheduled for August 17-20 in San Francisco. For more information, visit their Web site at www.apa.org.

Chicago Industrial/Organizational Psychologists (CI/OP)

CI/OP is a society of human resources professionals from the Greater Chicago area who meet to discuss current issues in I/O psychology. CI/OP generally has Friday afternoon sessions from 1:00 p.m. to 5:00 p.m. featuring several speakers addressing a topic. For more information and to confirm meeting dates and topics, visit their Web site at www.ciop.net.

Gateway Industrial-Organizational Psychologists (GIOP)

GIOP is a group of psychologists and human resources professions in the metropolitan St. Louis area. The group consists of over 150 members and offers bi-monthly programs and conferences on a wide range of topics. For more information, visit the GIOP Web site at www.giop.org.

International Public Management Association for Human Resources (IPMA-HR)

The 2007 IPMAAC will be held June 10-13 in St. Louis, MO. Check the IPMAAC Web site for registration and program information. The 2007 IPMA-HR International Training Conference will be held September 29 - October 3 in Chicago, IL.

Metropolitan New York Association for Applied Psychology (METRO)

For more information, call the MetroLine at (212) 539-7593 or visit METRO's Web site at www.metroappsy.com.

Mid-Atlantic Personnel Assessment Consortium (MAPAC)

MAPAC is a non-profit organization of public sector personnel agencies involved and concerned with testing and personnel selection issues. For details on MAPAC, contact Bridget Bailey, Pennsylvania Civil Service Department at bridgbaily@state.pa.us, or visit the MAPAC Web site at www.ipmaac.org/mapac.

Minnesota Professionals for Psychology Applied to Work (MPPAW)

MPPAW is an organization consisting of a broad range of practitioners, consultants, and professors who meet to encourage an open exchange of information relevant to psychology as applied to work and human resources management. For more information visit the MPPAW Web site at www.mppaw.org.

Personnel Testing Council of Arizona (PTC/AZ)

PTC-AZ serves as a forum for the discussion of current issues on personnel selection and testing. It encourages education and professional development in the field of personnel selection and testing and advocates the understanding and use of fair and professionally sound testing practices. For more information about PTC-AZ, contact Vicki Packman, Salt River Project at 602-236-4595 or vspackma@srpnet.com, or visit the PTC/AZ Web site accessible through the IPMAAC Web site at www.ipmaac.org/ptca.

Personnel Testing Council of Metropolitan Washington (PTC/MW)

PTC/MW offers monthly luncheon programs and publishes an informative newsletter. See the 2007 calendar for scheduled luncheon speakers or visit the PTC/MW Web site accessible through the IPMAAC Web site at www.ipmaac.org.

Personnel Testing Council of Northern California (PTC/NC)

PTC/NC offers monthly training programs addressing topics and issues that are useful and relevant to personnel practitioners of all levels of expertise. The programs feature speakers who are active contributors to the personnel assessment field. For more information regarding PTC/NC programs, visit the PTC/NC Web site accessible through the IPMAAC Web site at www.ipmaac.org/ptcnc.

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Personnel Testing Council of Southern California (PTC/SC)

PTC/SC serves as a forum for the discussion of current issues in personnel selection and testing; encourages education and professional development in the field of personnel selection and testing; advocates the understanding and use of fair and non-discriminatory employment practices; and encourages the use of professionally sound selection and testing practices. For more information regarding luncheon meetings, workshops, upcoming conferences, or membership, visit the PTC/SC Web site accessible through the IPMAAC Web site at www.ipmaac.org/ptcsc.

Society for Human Resource Management (SHRM)

Contact www.shrm.org/education/ for a current listing of seminars and conferences.

Society for Industrial and Organizational Psychology (SIOP)

The 2008 conference is scheduled for April 11-13 in San Francisco, CA.

Western Region Intergovernmental Personnel Assessment Council (WRIPAC)

WRIPAC comprises public agencies from the western region of the United States who have joined together to promote excellence in personnel selection practices. WRIPAC has three meetings each year that are typically preceded by a training offering. Additionally, WRIPAC has published a monograph series and job analysis manual. Additional information may be obtained by visiting WRIPAC's Web site at www.wripac.org.

Western Region Item Bank (WRIB)

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 more than 160 agencies nationwide. For more information, call (909) 387-5575.

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Upcoming International, National, and Regional Conferences and Workshops

JUNE

10-13: IPMAAC Conference. St. Louis, MO.

11-15: University of Kansas. Short Course. "Item Response Theory." Lawrence, KS.

13: PTC/MW Breakfast Workshop. Dr. Michael McDaniel, Virginia Commonwealth University. "Meta-analysis: An Overview." Washington, DC.

20: METRO Dinner Meeting. Dr. Eric Elder, Bank of America. "Avoiding the Dreaded Bumper Sticker and Other Hazards: On-Boarding Senior Executives at Bank of America."

24-27: SHRM Annual Conference. Las Vegas, NV.

27-28: International Association of Chiefs of Police Workshop. "Assessment Centers and Selection Issues." San Diego, CA. Contact: Kim Kohlhepp, IACP, 703-836-6767 x237.

JULY

No major events scheduled

AUGUST

3-8: Academy of Management. Annual Meeting. Philadelphia, PA. Contact: Academy of Management, 914-923-2607.

17-20: APA Annual Convention. Moscone Center South and West. San Francisco, CA.

Kristine Smith is a Senior Associate with Darany and Associates in Redlands, California. If you have regional organization news or an item to add to the calendar, please contact her by e-mail at smithkl@earthlink.net or by telephone at (909) 798-4475.

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

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About the *ACN*

The *ACN* is the official newsletter of the International Public 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 2007 are:

August issue due on July 6

October issue due on September 4

December issue due on November 2

Articles and information for inclusion in the sections (*News of the Councils, Technical 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-HR.

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