

# ACN

## Assessment Council News

### Newsletter of the IPMA-HR Assessment Council

December 2007

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### IPMAAssessment Council

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## Presidential Message

By Déonda Scott

**H**appy Holidays! I hope you had a wonderful Thanksgiving and are celebrating the joys of the season with family and friends.

### IPMAAC Board of Directors Fall Meeting

This year the Board devoted a significant portion of the Fall meeting to strategic planning. We prepared by reading the book, *7 Measures of Success: What Remarkable Associations Do That Others Don't*, and used the lessons of the book to focus our discussions. We evaluated our current offerings and resources, and established some action items and goals for the future. In our discussions, we noted the crucial role that IPMA-HR plays as a partner and resource to IPMAAC in the service of public sector assessment professionals. Our other resources include informative speakers and a vibrant, relevant conference; proactive committees; and knowledgeable, innovative members - just to name a few. Our goals included increasing conference attendance and creating a reserve of \$50,000 in our budget. In our discussions, it became clear that we needed to spend more energy marketing IPMAAC. New marketing initiatives this year included an IPMAAC ad in the IPMA-HR Training Conference Program and a booth with a display and a prize drawing, but more is yet to come.

It wasn't all planning, though. The Board also noted that there were over 150 conference attendees and that we are on track for a successful year financially.

The 2008 IPMAAC budget was approved and several potential locations for the 2009 conference were chosen to research further. In addition, **Julia McElreath**, chair of the Membership and Committee Services Committee, described the success of several initiatives designed to welcome and orient new members and first-time conference attendees. She also discussed plans for a membership survey.

### IPMAAC Conference 2008

The 32nd annual IPMAAC conference will be held June 8-11, 2008, in Oakland, California. Mark your calendars! The call for proposals will be on the IPMAAC Web site soon if it isn't already. As practitioners, we may not have a "publish or perish" mandate, but nothing takes the place of an IPMAAC conference for staying up to date on best practices, emerging trends, and successful strategies for the kinds of challenges assessment professionals face every day. Our members' breadth and depth of knowledge, experience, and insight never cease to amaze me. Please consider sharing what you've learned with the rest of us - even if it was painful. Especially if it was painful! Start thinking about what you can present now!

### 2007: A Year in Review

I don't know about you, but I enjoy a good "year in review" show. Okay, I don't have video clips or graphics, but 2007 was a very good year due to the efforts of many, many hard-working people. Please join me in recognizing the outstanding contributions of:

(continued on next page)

**The Board of Directors – Beverly Waldron, Inés Vargas Fraenkel, David Hamill, Roxanne Cochran, Oscar Spurlin, Warren Bobrow, Julia McElreath, and Harry Brull**, our representative to the IPMA-HR Executive Council. It was a pleasure working with you.

**2007 Conference – Program Co-chairs Kurt Wilkening and Reid Klion, and Host Chair Debbie Cranmer.** If you attended the conference you know what an incredible job these individuals did. I truly appreciate all their hard work and talent. In short, they rock!

**Communications - Anthony Bayless** as editor of the *Assessment Council News* and **Bill Waldron** on the *IPMAAC Online!* Web site. They made sure we were informed of all the latest news and happenings.

**Membership and Committee Services - Julia McElreath** who took on several important initiatives and made them very successful.

**Professional and Scientific Affairs - Dennis Doverspike** who wrote informative columns for the *IPMA-HR News*.

**Innovations – Warren Bobrow and James C. Johnson Student Paper - Lee Friedman.** These

individuals did a great job finding and recognizing achievements in assessment.

**Training and Workshops – Shelley Langan** who is always available to coordinate.

**Presidents Past and Future -** I'd like to thank **Beverly Waldron** for all her guidance and support throughout the year as **Past President**. So much has been accomplished in 2007, and I'm sure that IPMAAC will continue to thrive with the leadership of **Inés Vargas Fraenkel** who transitions from her role of **President Elect to IPMAAC President** in January.

**IPMA-HR Staff –** a very special thank you to **Carrie Hoover** and **Jessica Allen**. They handle an amazing array of duties for IPMAAC and I appreciate all their hard work and expertise.

**IPMAAC Members!** Our members are the heart and soul of IPMAAC. Many of you contribute your talents by working on committees, making presentations, and helping out in so many ways. You made this a wonderful year for IPMAAC. Thank you for the opportunity to serve as your President. It was an honor and a privilege to carry out this role with the help of individuals I hold in such high esteem. I wish you and yours a joyous holiday season and look forward to seeing you again soon!

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## 2008 Innovations in Assessment Award

*Warren Bobrow, Ph.D., IPMAAC Innovations in Assessment Award Committee Chair*

**T**he International Public Management Association Assessment Council (IPMAAC) is pleased to announce that nominations for the 2008 Innovations in Assessment Award will be accepted starting February 4, 2008 through March 7, 2008. This award recognizes an individual or a work group for the development of an innovative personnel assessment tool, the use of an existing assessment tool in an innovative manner, or general innovations in assessment policies or procedures which resulted in improved effectiveness, efficiencies, or cost savings. Individuals and work teams are invited to nominate themselves for this award. The Innovations in Assessment Award will be presented formally at the upcoming IPMAAC Conference that will be held in

Oakland, California, June 8-11, 2008. The winner will receive an engraved plaque to commemorate their accomplishment and a waiver of the conference registration fee for one person. In addition, award recipient(s) will be invited to share their innovation with the IPMAAC membership in a future issue of the *Assessment Council News* publication. Detailed information and a nomination form for the 2008 IPMAAC Innovations in Assessment Award is available for download at [www.ipmaac.org/](http://www.ipmaac.org/). Nominations should be submitted by 5:00 pm EST March 7, 2008 and no earlier than February 4, 2008. For more information about the award, please e-mail Dr. Bobrow at [warren@allaboutperformance.biz](mailto:warren@allaboutperformance.biz).—

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# Call for Proposals

## “Building Bridges: Recruitment, Assessment and Selection”

### 32nd Annual IPMAAC Conference on Personnel Assessment

June 8 - 11, 2008 • Oakland, California

Proposal Due Date: January 15, 2008

All topics within the area of personnel assessment and selection are welcome at the conference, as are related topics within the field of personnel management. Examples of topics include:

1. Challenges/Innovations in Personnel Assessment
2. Programs and Practices Demonstrating Excellence in Assessment
3. Strategies/Techniques for Managing the Assessment Function
4. Information Technology in Personnel Assessment
5. Responses to Environmental Changes/Roles of Assessment Professionals
6. Assessment-Related Research
7. Technology – computer-based testing and use of the Internet for recruitment; proctored and unproctored online testing
8. Legal issues and challenges – prevention, defense, case law and statutory updates
9. Practical examples of current practices in law enforcement, fire, and public sector testing
10. Training in best practices for job analysis and test development
11. Technical selection topics such as estimating adverse impact, establishing valid cut scores, developing valid assessments and interviews that meet EEOC guidelines
12. Best practices and examples of testing and selection as strategic players in your organization’s efforts to meet current workplace challenges
13. Introductions to the value of testing and selection in a workforce planning model

For more information about submitting a proposal and to download the Call for Proposals, please visit: [www.ipmaac.org](http://www.ipmaac.org).

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## The James C. Johnson Student Paper Award Competition 2008-2009

IPMAAC is sponsoring its annual James C. Johnson Student Paper Competition in order to recognize the contributions of students in the field of personnel assessment. The winner of the 2008-2009 competition will be invited to present his or her paper at the 2008 IPMAAC Conference to be held in Oakland, CA, June 8-11. The winner will receive up to \$600.00 in conference-related travel expenses, free conference registration, and a one-year membership in IPMAAC. In addition, the uni-

versity department in which the student completed his or her research will be awarded a \$500 grant, as well as a plaque commemorating the student's IPMAAC award achievement.

Submissions may be based on any type of student paper including a thesis or dissertation. The deadline for receipt of entries is **February 4, 2008**. *A student does not need to be a member of IPMAAC to enter.*



# Video-Based Entry-Level Police Officer Test

## Requirements of Participation

IPMA-HR is updating its Video-Based Entry-Level Police Officer Test. The first step includes the completion of job analysis questionnaires by as many incumbents as possible. The questionnaire can be distributed as a web-based survey or a paper-and-pencil version and takes approximately 1 1/2 hours to complete.

The second step includes the administration of a video-based, multiple-choice test to incumbents. Test administration should take approximately 2 to 3 hours.

The third step requires asking one or more first- or second-line supervisors to evaluate the job performance of those tested. Each evaluation should take approximately 10 minutes to complete. These evaluations will only be used to compare test performance with job performance and will be kept strictly confidential. The evaluation form can be completed using either a paper-and-pencil form or a secure, web-based form.

Steps two and three are conducted to collect criterion-based validity evidence to support the use of the test in public safety agencies across the country. Data collected will be combined with that provided by other, participating agencies. An item analysis will be run on the data to determine the best questions to include on the test. The test and performance evaluation data will then be used to conduct statistical analyses to ensure that test performance predicts job performance.

## Benefits of Participation

- If participating agencies choose to administer the newly developed test as part of their selection process, they will be better able to defend their testing process in the event of a legal challenge.
- Significant cost savings gained from hiring public safety personnel who are more likely to succeed on the job.
- If an agency were to execute a validation project, or form a consortium to carry out such a project, the cost would probably exceed \$100,000. For this project, there is no cost to participate. In fact, participating agencies will

receive a discount on future test products and also will be reimbursed for costs associated with compensating staff for participation.

- Participating agencies will receive a discount in the form of a voucher that can be applied to one test order only, upon receipt of their completed study materials. All vouchers will remain valid for a two-year period. Discounts are structured on a sliding scale. Agencies with 5 to 10 participants will receive a 10% discount; those with 11 to 20 will receive 15%; those with 21 to 30 will receive 20%; those with 31 to 50 will receive 25%; and those with more than 50 will receive 30%. Agencies with fewer than 5 participants may participate and will be compensated based on a dollar amount and the exact number of participants involved.
- Agencies that provide 11 or more participants can receive even greater savings. IPMA-HR offers your agency the option to administer the test to participants during their off time in a group setting to eliminate the need to pay overtime. In this instance, each participant will receive a Visa® Gift Card in the amount of \$50.00.
- If an agency would be willing to provide 50 or more incumbents, IPMA-HR is also willing to travel to your location to administer the test to incumbents in a group setting.
- IPMA-HR will provide you with a pre-paid shipping label to cover the costs of shipping and handling for completed test materials.
- Participating agencies will gain recognition and satisfaction from assisting the public safety profession as well as the HR profession in developing tests that will assist in the selection of qualified public safety personnel.

If you are interested in participating or have further questions, please contact the Assessment Services Manager, Dianna Belman, by phone at (800) 381-TEST (8378) or by emailing [dbelman@ipma-hr.org](mailto:dbelman@ipma-hr.org).

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# Meta-analysis of Predictors of Performance in Clerical, Administrative, and Support Positions: Call for Papers

**H**uman Resources Research Organization (HumRRO) is conducting a meta-analysis of predictors of clerical/administrative job performance and seeks to collect unpublished papers and reports from 1980 or later on this topic. Predictors under consideration include cognitive domains (e.g., verbal, quantitative), personality characteristics, and procedural knowledge and skill (e.g., computer/technology literacy) with particular interest in computerized clerical measures. Criterion-related validity studies examining a broad range of criteria (e.g., absenteeism, work samples, supervisory ratings) are being sought. Please send any relevant materials (including sample size and description, effect sizes, and any additional information, such as reliabilities) to Rod McCloy (rmccloy@humro.org) by January 18, 2008.

Although HumRRO is conducting this project for one of their clients, the results of the study will be widely applicable in terms of identifying the best possible predictors for selecting applicants for clerical, administrative, and support positions. It is expected that the results of the study will be available sometime between March and July of 2008.

Every effort will be made to preserve the confidentiality of individual organizations. HumRRO will not report any information for individual organizations or by other variables that would make organization identification obvious. HumRRO also will report occupational information at a job family or occupation level (e.g., O\*NET/SOC) rather than use organization-specific job titles.

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# IPMAAC Across the Nation

## News of the Councils

By Kristine Smith, Associate Editor

### **American Psychological Association (APA)**

The 2008 conference is scheduled for August 14-17 in Boston, MA. For more information, visit their Web site at [www.apa.org](http://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](http://www.ciop.net).

### **Gateway Industrial-Organizational Psychologists (GIOP)**

GIOP is a group of psychologists and human resources professionals 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](http://www.giop.org).

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

For more information, visit the IPMA-HR Web site at [www.ipma-hr.org](http://www.ipma-hr.org).

### **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.metroapppsych.com](http://www.metroapppsych.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 René Shekerjian from the NY State Department of Civil Service at [Rene.Shekerjian@cs.state.ny.us](mailto:Rene.Shekerjian@cs.state.ny.us), or visit the MAPAC Web site at [www.ipmaac.org/mapac](http://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](http://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](mailto:vspackma@srpnet.com), or visit the PTC/AZ Web site accessible through the IPMAAC Web site at [www.ipmaac.org/ptca](http://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 online calendar for scheduled luncheon speakers or visit the PTC/MW Web site accessible through the IPMAAC Web site at [www.ipmaac.org](http://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 monthly programs are typically scheduled for the second Friday of each month and alternate between Sacramento and the Bay area. The monthly 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](http://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](http://www.ipmaac.org/ptcsc).

### **Society for Human Resource Management (SHRM)**

Contact [www.shrm.org/education](http://www.shrm.org/education) for a current listing of seminars and conferences.

### **Society for Industrial/Organizational Psychology (SIOP)**

The 2008 conference is scheduled for April 10-12 in San Francisco, CA, with workshops scheduled for April 9. This is a new format for the annual conference with three days of sessions and one day of workshops. For more information, visit the SIOP Web site at [www.siop.org](http://www.siop.org).

### **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](http://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. For more information, visit the Web site at [www.co.san-bernardino.ca.us/hr/wrib/splash.asp](http://www.co.san-bernardino.ca.us/hr/wrib/splash.asp).

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# Upcoming International, National, and Regional Conferences and Workshops

## DECEMBER

- 7 PTC/AZ. Training Workshop. "Job Analysis." Contact: Carol Meyer (602) 250-2641.
- 12 PTC/MW. Luncheon Meeting.
- 13 PTC/NC Luncheon Meeting. Fairfield.
- 13 METRO Meeting. Dr. Kevin Murphy, Penn State University. "Content Validity and the Easter Bunny."

## JANUARY

- 9 PTC/MW Luncheon Meeting.
- 10 PTC/NC Luncheon Meeting. Bay Area.
- 10 IPMA-HR Workforce Planning Webinar.
- 15 The Human Resource Planning Society. Teleconference. "Organization Design: The New Essential HR Capability." Contact: [www.hrps.org/](http://www.hrps.org/).
- 17 MPPAW Meeting. "Cheating on Assessments."
- 22-23 WRIPAC Training. "Job Analysis." Orange County, CA. Contact: [www.wripac.org/](http://www.wripac.org/).
- 24-25 WRIPAC Meeting. Orange County, CA. Contact: [www.wripac.org/](http://www.wripac.org/).
- 28-2/1 IPMA-HR Federal Section Mid-Level Practitioners Course. "Building HE Professionalism: Turning Vision Into Action." Washington, DC.

## FEBRUARY

- 6 IPMA-HR Online Class. "Developing Competencies For HR Success."
- 14 PTC/NC Meeting. Sacramento, CA.
- 28 METRO Meeting. Michael Beer, Professor Emeritus, Harvard University. "Building High Commitment and Performance Organizations."
- 28 Society for Psychologists in Management. Conference. San Antonio, TX. Contact: [www.spim.org/](http://www.spim.org/).

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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 [smithk1@earthlink.net](mailto:smithk1@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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# 2007 IPMA Assessment Council Officers and Board Members

## *President*

### **Déonda Scott**

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## *President-Elect*

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## *Past-President*

### **Beverly Waldron**

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## *IPMAAC Representative to IPMA Executive Council*

### **Harry Brull (2006-2008)**

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## *Board Members*

### **Roxanne Cochran (2005-2007)**

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# 2007 IPMAAC Committee Chairs

## *Conference Program*

### **Kurt Wilkening**

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## *Conference Host*

### **Debbie Cranmer**

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## *Membership and Committee Services (MCS)*

### **Julia McElreath**

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## *University Liaison/Student Paper Competition*

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## *Professional/Scientific Affairs*

### **Dennis Doverspike**

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## *Assessment Council News*

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## *Electronic Communications Network*

### **Bill Waldron**

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## *Training/Workshop*

### **Shelley Langan**

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## *Innovations in Assessment Award*

### **Warren Bobrow**

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## *Nominations/Bylaws*

### **Beverly Waldron**

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## *Bemis Memorial Award*

### **Déonda Scott**

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# About the *ACN*

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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 2008 are:

February issue due on January 4

April issue due on March 7

June issue due on May 2

August issue due on July 7

October issue due on September 5

December issue due on November 7

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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