

Wednesday, January 27, 1999

Mapac Training Workshop on Oral Examinations

Work Shop Leader: *Bruce Davey, of Bruce Davey Associates
Glastonbury, Conn 06033*

This workshop, designed for the newcomer and the experienced practitioner alike, will review the versatility, validity, reliability and fairness of the oral examination. The presentation will address various approaches to developing, administering, and scoring oral examinations. Information on the strengths, weaknesses and validity evidence for various types of oral examination formats will be presented.

The emphasis of the workshop will be on practical applications of the oral examination, with sample forms and formats distributed. Specific topics to be included are: writing effective oral exam questions; conducting examinations with multiple panels; scoring approaches; and training examiners.

A Potpourri Of Issues Will Include:

Which are more effective -- "High stress" or "low stress" oral exams?

Is it an advantage or disadvantage to be the first candidate?

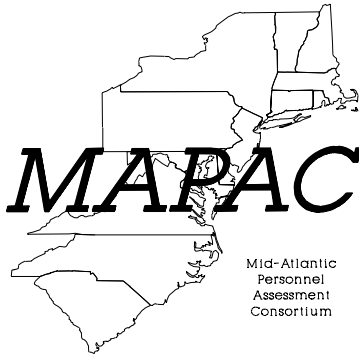
Can high inter-rater agreement ever be a bad thing in an oral examination?

How valuable is panel discussion? Does it have a "down side"?

How much structure is too much? How much structure is too little?

Should role-playing exercises involve typical performance or critical incidents?

Should candidates' backgrounds be evaluated in an oral examination?



Thursday, January 28, 1999

8:15 a.m. Coffee and Registration

8:45 Business Meeting

9:15 **Utility Analysis and Managerial Selection:** Return for Investment Revisited: Establishing the Practicality and Economic Utility of the INS Promotional Assessment System
Ilene Gast and Paul Valdivia, Immigration and Naturalization Service

Dr. Gast will describe a utility analysis of the INS competency-based promotional system, identifying monetary and non-monetary benefits as well as research, development and administrative costs. The presentation will include how candidate feedback is used to refine non-monetary returns and how meta-analytic techniques are used to obtain validity estimates.

10:45 Break

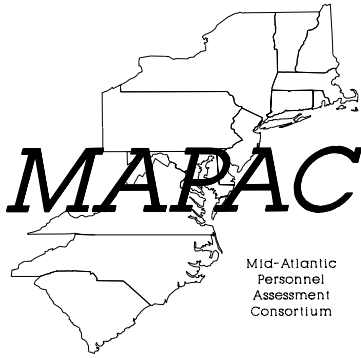
11:00 **Competency-based Performance and Management Assessment**
Rick Jacobs, Saville Holdsworth Ltd. Landy-Jacobs

Dr. Jacobs will describe how competency modeling extends previous ability-based models of performance, addressing its effect on private sector managerial selection and its applicability to the public sector. The presentation will include an illustration of an integrated, computer-based module for competency-based assessment and development.

12:30 Lunch Panel

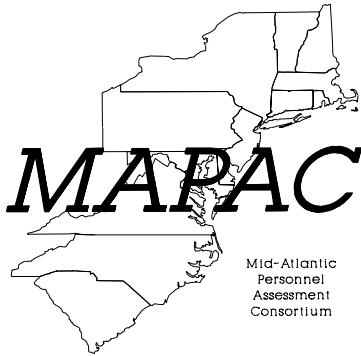
The Future of Managerial Selection

Ilene Gast, INS; Rick Jacobs, SHL Landy-Jacobs; Ann Marie Yanushefski, PDI



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- 2:00 **Executive Selection in the Public Sector**
Ann Marie Yanushefski and Michael McDermott, Personnel Decisions Inc.
- Dr. Yanushefski will describe a multi-rater, multi-method approach to selecting and developing high level managers. The presentation will address the competencies assessed, methods used, validities obtained and implementation issues.
- 3:00 **Practitioner Discussion of Managerial Selection**
- 3:30 Break
- 3:45 **Program Committees**
- 4:45 **Hospitality Suite**



Friday, January 29, 1999

8:15 a.m. Coffee

8:45 **Innovative Promotional Assessment Methods for Supervisors/Managers**

Betsy Kaido, NYS Civil Service Department - NYS Supervisory and Mid-and-High Level Managerial Promotion Test Batteries

Dr. Kaido will describe the assessment of managerial competencies through latent image simulations and core managerial written tests. The presentation will include findings from the 7 batteries given since 1996.

Tom Lyons, Immigration and Naturalization Service - A Job Experience Measure in a Competency-Based Promotional Assessment System for Supervisory and Managerial Border Patrol Titles

Dr. Lyons will address issues related to the addition of a Job Experience Measure evaluating candidates' specific assignments and work experience in a competency-based promotional assessment battery.

10:15 Break

10:30 **Different Approaches to the Structured Oral Interview**

Richard Tonowski, U.S. Postal Service

Dr. Tonowski will discuss training of raters, benchmark criteria for rating candidates, and issues related to documentation of the evaluation process. The presentation will include a USPS training video.

Leroy Sheibley, PA Civil Service Commission

The "Generic Management Test" has been used for by the PA State Civil Service Commission for selected managerial positions. This test combines elements of in-basket and oral testing. LeRoy Sheibley will discuss how the test was developed and how it has performed over the past 10 years.

12:00 **Committee Reports and Closing**

Conference Registration

Names _____
Organization _____
Address _____
Telephone No. () _____ Fax No. () _____
E-Mail Address _____

Meeting and Workshop Information

Number of people to attend: Workshop Wednesday 1/27 _____
Conference Thursday/ Friday 1/28-29 _____
Roundtable lunch 1/28 _____
(Lunch payable on 1/28)

Fees	Workshop	Conference
MAPAC Members	Free	Free
Non- Members	\$50.00	\$50.00

Check or money orders should be made payable to MAPAC and should accompany your registration form. (Unfortunately credit card payments cannot be accommodated.)

Please Mail or FAX this registration form no later than January 13, 1999 to:
James Frankart, PA State Civil Service Commission, Test Development Division, 320
Market Street Harrisburg, PA 17108-0569, PHONE (717)783-2697 ext 3517, FAX
(717)783-0838

Hotel Information

Harrisburg Hilton
One North Second Street
(Inside Walkway to PA Commission Meeting Room)
Harrisburg, PA 17101
Ph. (717)233-6000
(800)445-8667

MAPAC Rates: \$114 per day plus 6% tax for single or double
\$124 per day plus 6% tax for triple or quad

Note: If accommodations are needed, please contact the hotel directly.
Be sure to indicate that you are there for the MAPAC conference. The deadline for hotel reservations is December 26, 1998. You may be able to get a room after that date, but it will be subject to availability.