

# Mid-Atlantic Personnel Assessment Consortium



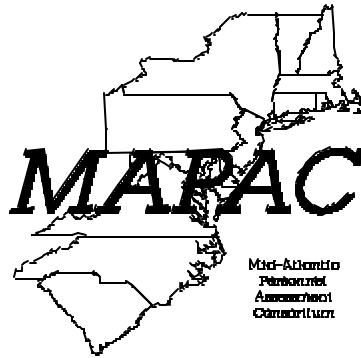
## Winter 2001 MAPAC Meeting January 17-19, 2001

### Conference Location:

Philadelphia Personnel Department  
Municipal Building, 16<sup>th</sup> Floor- Rooms X & Y  
15<sup>th</sup> and JFK Boulevard  
Philadelphia, PA 19107

### Hotel Accommodations:

Courtyard Philadelphia Downtown  
21 North Juniper Street  
Philadelphia, PA 19107  
215-496-3200



Wednesday, January 17, 2001

## MAPAC TRAINING WORKSHOP

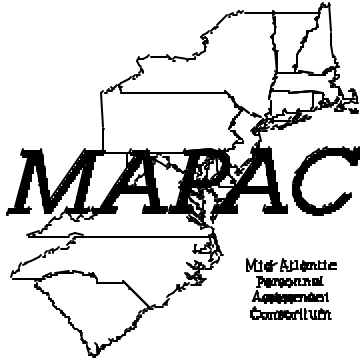
**8:30 AM Registration and Coffee**

**9:00 AM Situational Judgement Tests: Validity and Development Issues**  
Mike McDaniel, Ph.D.

This one day workshop will provide participants with an in depth knowledge of situational judgment tests. Participants will learn about the history of situational judgment tests and the various formats that have been used in such tests. Evidence concerning the validity of these tests will be presented as well as a discussion of the content that situational judgment measures can tap. During the course of the workshop, participants will build a situational judgment test. Participants will gain hands on experience in all aspects of the test development process including generation of situational critical incidents, content analysis of critical incidents, editing of critical incidents into situational stems, generation of response options for situational stems, editing of response options, and item keying. At the conclusion of the workshop, participants will have learned and practiced all skills needed to build situational judgment tests.

**12:00 PM Lunch Break**

**1:15 PM Morning Session Continued**



Thursday, January 18, 2001

**8:15 AM Registration and Coffee**

**8:30 AM Business Meeting**

Chaired by Elliot Lasson, MAPAC President  
Maryland Department of Budget and Management

**9:15 AM The Impact of Classification Consolidation on the Validity of Assessment Processes**

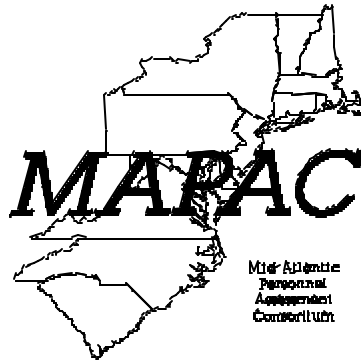
Gwen Schindler, M.S.  
Melanie Pursel, M.S.  
Maryland Department of Transportation  
Maryland State Highway Administration

Classification structure often dictates recruitment and assessment strategies within the public sector. At the Maryland Department of Transportation, an extensive, cooperative job analysis led to recommendations to maintain decentralized recruitment and assessment functions despite a consolidation of maintenance classifications. The nature of maintenance work performed was only one factor that affected the decision to maintain decentralized testing. Several other factors that are critical to the validity of assessment processes will be discussed.

**10:45 AM Building the Next Generation Federal IT Workforce**

Leslie J. Pollack, Ph.D.  
Susan M. Barker  
U.S. Office of Personnel Management

In spring 1999, the U.S. Office of Personnel Management undertook an initiative to revise the classification and qualification standards for information technology (IT) occupations. Current qualification standards did not adequately specify the competencies required for IT occupations in the Federal government and did not respond to concerns that today's tight labor market requires innovative, optimal approaches to IT recruitment and assessment. The new competency-based job profile that will be discussed identifies the critical competencies required for IT positions and helps agencies develop vacancy announcements and selection criteria.



Thursday, January 18, 2001

**12:00 PM Lunch**

**1:15 PM Transitioning Paper and Pencil Examinations to Computer Based Testing**

David Hoadley, M.S.  
Larry S. Newman, Ph.D.  
Rachel Slaughter, Ph.D.  
Assessment Systems, Inc.

Computer based testing (CBT) emerged in the early 1980's as a means to improve testing by measuring what paper and pencil tests could not. With technological advances over the last decade CBT has been used for a broad array of assessment purposes. Participants will find out why so many testing agencies are finding that CBT provides better solutions to their assessment needs. Issues to be discussed include test validity, security, ADA compliance, and immediate scoring. Other topics covered will be computerized adaptive testing (CAT) and computer-based test construction tools.

**2:30 PM O\*NET Online: Interactive and Accessible for all.....**

Mike Dymmel  
Aguirre International, O\*NET Project

O\*NET is a powerful, up-to-date database that helps people access key information about today's occupations. With clear descriptions of the requirements of work, the characteristics of workers on the job and the context of the workplace, O\*NET users can easily understand what skills are needed in their current jobs, how existing skills may transfer to new jobs and what new skills will be required to make the transition. Now available online, O\*NET is interactive and accessible for all. Mike Dymmel will provide a guided tour of the new web-based application of O\*NET, explaining the function and use of its features, its online links to occupational and career information and its extensive accessibility and accommodation features.

**4:00 PM Committee Meetings**

**5:00 PM Hospitality Hour & Reception in Presidential Suite**



Friday, January 19, 2001

**8:15 AM Coffee**

**8:45 AM Committee Reports**

**9:00 AM Video-Based Testing for Corrections Officer 2 (Sergeant)**

Jim Frankart, M.S.

Pennsylvania State Civil Service Commission

The Commonwealth of Pennsylvania is in the process of developing new tests for the entire Corrections Officer series ranging from the Trainee level to the Captain level. This presentation is the second in the series. Details on the new video based test for the Corrections Officer 2 (Sergeant) job title will be presented. New video segments were developed to represent situations Sergeants may encounter on the job. They are then asked a series of questions related to actions they should take to resolve the situations. Discussion of test results will be included.

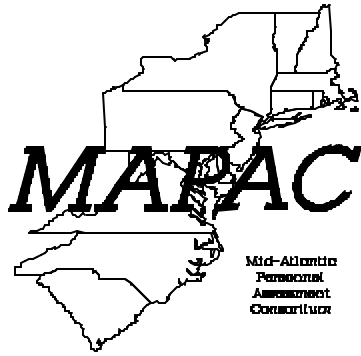
**10:30 AM Performance Assessment as a Test Component for Civil Service Examinations Held in 1999**

Dixon E. Southworth

NYS Department of Civil Service

This presentation will present findings for a third article recently completed entitled "Performance Assessment-Crediting Merit in a Merit System." Additionally, this presentation will cover the results of seventeen performance assessments used as test components of civil service examinations completed in 1999 for approximately 300 candidates in twenty-five titles, and evaluated their reliability, validity and utility. These performance assessments also provide information for criterion validity of other test components, and measure changes in validity with changes in test components.

**12:00 PM Closing**



## **a little information about our presenters.....**

(speaker information is listed in order of presentation)

### **Michael McDaniel, Ph.D.**

Dr. McDaniel specializes in applied research in personnel selection. His academic research in personnel selection has examined various selection tools including training and experience reviews, length of job experience, cognitive ability tests, personality tests, biodata tests, job knowledge tests, customer service tests, employment interviews, and situational judgment tests. His publications have appeared in the *Journal of Applied Psychology*, *Personnel Psychology*, *International Journal of Selection and Assessment*, and other outlets. Dr. McDaniel received his Ph.D. in industrial and organizational psychology in 1986 from The George Washington University. Currently he is President of Work Skills First, Inc. a human resource consulting firm whose services include applicant screening over the internet. He is also a faculty member in the School of Business at Virginia Commonwealth University and a fellow in the Society of Industrial and Organizational Psychology, Inc.

### **Melanie Ann Pursel, M.S.**

Ms. Pursel received her BA in Psychology with a minor in Marketing Management from Salisbury State University in 1997. She then received her M.S. in 2000 from the University of Baltimore in Industrial/Organizational Psychology. Melanie presently works as an Employee Selection Specialist at the Maryland State Highway Administration. Currently, she is a member of various professional organizations including the Society for Industrial and Organizational Psychology (SIOP), the Chesapeake Human Resource Association (CHRA), and the International Personnel Management Association (IPMA).

### **Gwen Schindler, M.S.**

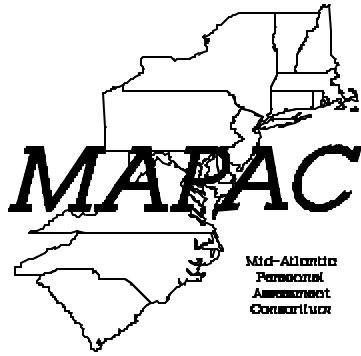
Ms. Schindler has a B.A. in German with a minor in French from Washington College, 1985; and an M.S. in I/O Psychology from University of Baltimore, 1994. She has been employed at the Maryland Department of Transportation (MDOT) for the past six years as a Testing Analyst in the Recruitment and Examinations Unit and has also been a member of IMPAAC since that time. She has served as a Project Leader for job analysis and test development for professional administrative classifications and professional fiscal classifications within MDOT.

### **Susan M. Barker**

Ms. Barker is currently the project director for job profile recruitment strategies for the U.S. Office of Personnel Management. She has managed every discipline of federal personnel administration, and has served in senior employment and recruitment positions. She has also managed Personnel projects such as identifying the knowledge, skills and abilities for positions in the IRS, converting the IRS to a new payroll system, developing and delivering Process Analysis training, and handling the large-scale recruitment efforts.

### **Leslie J. Pollack, Ph.D.**

Dr. Pollack is the project director for the revision of the current Federal qualification standards to the new competency-based job profiles for the U.S. Office of Personnel Management. Dr. Pollack has a background in occupational analysis and test development and validation. Dr. Pollack has been employed with OPM for eight years; she also did job analysis and assessment work in the private sector prior to joining OPM.



## **a little information about our presenters.....**

(speaker information is listed in order of presentation)

### **Rachel Slaughter, Ph.D.**

Dr. Slaughter has worked in the area of assessment for fifteen years and has been a research scientist with Assessment Systems, Inc. (ASI) for three years. She is currently working on the development of a major national certification examination for the Sales and Service Voluntary Partnership and the National Skills Standards Board. Dr. Slaughter has published and presented papers in diverse areas of assessment practice.

### **David Hoadley, M.S.**

Recently joining ASI, Mr. Hoadley provides psychometric support for ASI's testing programs. He has also been involved in a research study for research and technical challenges confronted in psychometrics. Previously, he performed graduate research work in Quantitative Methods-I/O Psychology at the University of Baltimore.

### **Larry Newman, Ph.D.**

Dr. Newman is the Director of the Psychometrics Department at ASI. He has worked in the area of computer-based testing, adaptive testing and item banking. Dr. Newman has presented papers at many professional conferences including AERA, NCME and SIOP.

### **Mike Dymmel**

Mr. Dymmel is a key member of the Aguirre International team supporting the Department of Labor's efforts to move occupational information to the 21<sup>st</sup> century. The work in developing O\*NET has ranged from coordination and technical support of project activities, to marketing and outreach, to the broad occupational information user community, to participation in software and web-based applications for the new O\*NET system.

### **James Frankart, M.S.**

Since 1981, Mr. Frankart has been employed by the Pennsylvania State Civil Service Commission. He began as an Administrative Analyst – Examinations and worked his way up to journey level analyst. In 1993, he was promoted to Unit Supervisor over one of the three test development units in the Commission. Over the years, he has had experience with a wide variety of exams including written multiple choice, orals, ratings of experience and training and performance tests. He also has worked on two extensive projects The Corrections Officer Trainee and Corrections Officer 2 examination that required video components.

### **Dixon Southworth, M.P.A.**

Mr. Southworth is an Associate Staffing Services Representative at the New York State Department of Civil Service and has developed and administered civil service examinations for approximately twenty years, developing and continuously improving performance assessment as an examination component since 1990. Mr. Southworth possesses a B.A. in Philosophy from Central College of Iowa in 1970 and an M.P.A. from Russel Sage College in 1995.

**MAPAC Conference Registration**  
**Winter, 2001 Meeting (January, 17-19, 2001)**  
**Philadelphia, Pennsylvania**

Name(s) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_  
 \_\_\_\_\_

Telephone No. ( ) \_\_\_\_\_ Fax No. ( ) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

**Meeting and Workshop Information**

Number of people to attend:

<b>Workshop</b>	Wednesday 01/17	_____
<b>Conference</b>	Thursday 01/18	_____
	Friday 01/19	_____

Note: If you or anyone included on this form register and need to cancel for any reason, please let MAPAC know at least one week prior to the conference. This courtesy will greatly assist the Program Committee in the estimates used for hotel arrangements.

Fees:

	<i>Workshop</i>	<i>Conference</i>
<b>MAPAC Members</b>	<b>Free</b>	<b>Free</b>
Non- Members	\$50.00	\$50.00

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

***Please FAX this registration form by Jan. 5, 2001***  
**To: 410-209-5019**

Attn: **Collette Barber/MAPAC**

or mail to:

Ms. Collette Barber  
 Maryland State Highway Administration  
 707 N. Calvert Street  
 Recruitment & Examination Division, MS 602  
 Baltimore, MD 21202

## Hotel Information

**Courtyard Philadelphia Downtown**  
**21 North Juniper Street**  
**Philadelphia, PA 19107**  
**215-496-3200**

**MAPAC Rates:** \$118 per day for single- (government per diem rate)- Hotel tax 14%  
\$138 per day for double (government per diem rate)- Hotel tax 14%

Note: *Please indicate “MAPAC” when making reservations to secure this rate.*

**Parking:** Parking is available through the hotel (on a valet basis only) and is \$26.00 per day. In and out privileges allowed.

### **Note:**

- If accommodations are needed, please contact the hotel directly. The deadline for hotel reservations is on or before **December 29, 2000**. After that date, rooms and room rates will be subject to availability.
- In order to ensure government hotel rates, please present your government ID card when checking into the hotel.

## **MAPAC on the WEB and by e-mail!**

With the help and generosity of IPMAAC's Bill Waldron, MAPAC now has a home on IPMAAC's homepage at <http://www.ipmaac.org/mapac>

Join the MAPAC e-mail list and receive advanced conference notification, participate in lively discussions, and share information with other assessment professionals.

Send a message to: [listserv@ube.ubalt.edu](mailto:listserv@ube.ubalt.edu)

(leave subject line blank) and write in the body of the message: Subscribe MAPAC Your Name.

Then SEND. Please refer any questions or problems to David Hamill at: [David.G.Hamill@usdoj.gov](mailto:David.G.Hamill@usdoj.gov)

**Driving Directions to the Philadelphia Downtown Courtyard**  
**21 North Juniper Street @ Filbert Street**  
Phone Number ~ (215) 496-3200

**From North (Using I-95 – Coming from Trenton/Princeton, NJ)**

I-95 South to Exit 17. Follow 676 West to Central Philadelphia. Continue West on 676- West for one mile to the first exit, Broad Street – Central Philadelphia. When you exit, this will bring you onto 15<sup>th</sup> Street. Make a left turn at the light, Vine Street East. Follow Vine Street – Local Traffic, to the third light, 12<sup>th</sup> Street. Make a right onto 12<sup>th</sup> Street. Follow 12<sup>th</sup> Street until Market Street (you will see the Hard Rock Café on your left). Make a right onto Market Street until Juniper Street, Make a right (at City Hall). You will see the Courtyard on your right. Pull into driveway.

**From South (Using I-95 – Coming from Philadelphia Intl Airport, Baltimore, Washington DC)**

I-95 North to Exit 17. Follow 676 West to Central Philadelphia. Continue West on 676 – West for one mile to the first exit, Broad Street – Central Philadelphia. When you exit, this will bring you onto 15<sup>th</sup> Street and Vine. At this intersection, make a left turn at the light, Vine Street East. Follow Vine Street local traffic to third light, 12<sup>th</sup> Street. Make a right onto 12<sup>th</sup> Street. Make a right onto Market Street until Juniper Street, make a right (at City Hall). You will see the Courtyard on your right. Pull into driveway.

**From East (Using the New Jersey Turnpike – Coming from New York)**

- New Jersey Turnpike South to exit 4. Stay to the right through all of the tollbooths.
- Follow Route 73 North to Route 38 West
- Continue on Route 38 West to Route 30 West. This will take you to the Benjamin Franklin Bridge.
- Cross the bridge and stay in the center lane.
- Follow sign for Vine Street – Local Traffic. Continue on Vine until 12<sup>th</sup> Street
- Make a left onto 12<sup>th</sup> Street
- Follow 12<sup>th</sup> Street until Market Street
- Make a right onto Market Street until Juniper Street, make a right (at City Hall).  
You will see the Courtyard on your right. Pull into driveway.

**From West (Using Pennsylvania Turnpike – I-76 Eastbound)**

- Follow Pennsylvania Turnpike East to Exit #24 (Valley forge)
- Exit at #38 – I-76 East, Central Philadelphia
- You will remain on Vine Street to 12<sup>th</sup> Street (4 lights).
- Follow 12<sup>th</sup> Street until Market Street
- Make a right onto Market Street until Juniper Street, make a right (at City Hall).  
You will see the Courtyard on your right. Pull into driveway.