

Mid-Atlantic Personnel Assessment Consortium

**Fall 2003 MAPAC Meeting
September 17 - 19, 2003**

Washington DC



Conference Location:

**One Washington Circle Hotel
One Washington Circle, N.W.
Washington, DC 20037**

Hotel Accommodations:

www.thecirclehotel.com

1- (800) 424-9671



MAPAC TRAINING WORKSHOPS

9:00 AM Registration and Coffee

10:00 AM The Library of Congress – Learn How MAPAC Member Agencies Can Make Use of this Valuable Resource.

MAPAC has organized a private tour of The Library of Congress for its members. The Library can serve as a resource for MAPAC agency members in their professional research. The intent of the tour is to better familiarize participants with the library's collections and how to make better use of available information. The tour introduce you to what the Library has to offer, and how you may access those resources. The tour will be led by a docent who will touch on the following highlights: history of the Library, history of the Jefferson Building and its art and architecture, and the services the Library provides to Congress and the nation. Before your visit, you may wish to log onto the Library's website (www.loc.gov) to see a listing of the special exhibits currently on display. There are many exhibitions on various topics that may be of interest to you to see after the tour.

Directions to the Library of Congress will be made available to MAPAC Workshop participants during morning registration. Alternatively, participants may choose to meet at the Library's Visitors' Center, located inside the west front entrance of the Thomas Jefferson Building, Ground Level.

The tour will begin promptly at 10:00. All participants will have to pass through a security check.





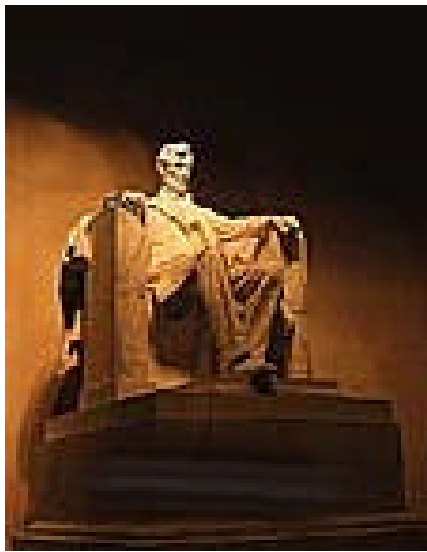
12:00 PM Lunch Break

1:30 PM Workshop II – Identifying and Developing Predictors of Job Performance

Patrick Curtin & Deborah Whetzel, Caliber Associates

The objectives of this workshop are to demonstrate how to create a test plan and how to use a test plan to guide the development of selection instruments. The first activity in this workshop involves the development of a test plan for an average managerial position. During this first activity, participants will review a test plan matrix consisting of a list of Knowledge, Skills and Abilities (KSAs) for the job of manager and a mixture of selection instruments. Participants will be asked to identify the "best" instrument(s) for each KSA given a variety of practical constraints and psychometric considerations.

Following this exercise, the presenters will describe the psychometric characteristics of three commonly used selection instruments: cognitive ability, training and experience measures, and structured and unstructured interviews. Topics of discussion will include the validity, reliability, incremental validity beyond cognitive ability and subgroup differences of each instrument. Hands-on exercises will be used to provide participants with an introduction in how to develop and score training and experience, and interview measures. Time also will be provided after each workshop segment to allow for discussions of applied problems.



Thursday AM , September 18, 2003



8:30 AM Registration and Coffee

9:00 AM Panel Presentation - Entry-Level Testing in the Public Sector: Issues and Findings Regarding “Test-Retakers”

Panel Members:

Susan M. Reilly, U.S. Department of Homeland Security

Randy Park U. S. Department of Homeland Security

Nick Vasilopoulos, George Washington University

Ted Hayes U.S. Transportation Security Administration

Patricia Harris Thomas, U. S. Department of Homeland Security

Henry Busciglio, U.S. Department of Homeland Security

Mark Young U.S. Army Research Institute for the Behavioral and Social Sciences

The panel will discuss the policy, issues, and data related to test retaking and the test performance of test-retakers in public sector jobs. Some of the questions that will be explored are: What feedback is given to test-takers? How frequently may applicants take entry-level batteries? What factors influence policy decisions regarding retests? Who are the retakers? How do test-retakers perform on various predictors, such as structured interviews, reasoning tests, and bio-data measures? Does retaker policy impact test preparation?

Meeting Participants will be invited to exchange information concerning their own policy concerning retesting and feedback to applicants, as well as discuss retaker issues they may have faced related to pre-employment assessments such as cognitive tests, bio-data assessments and structured interviews.

12:00 PM Lunch



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1:30 PM **“Is it worth it to move from paper and pencil to online tests?” *An interactive discussion focusing on the key issues surrounding web based testing***

Mark Wenzel – Performance Assessment Network

The two-part presentation will consist of:

Part I - An interactive, audience participation driven demo of multiple tests and test batteries from multiple publishers being delivered online. Issues covered will include security, identity verification, and data integration with other relevant systems (e.g., job postings, HRIS systems such as Peoplesoft).

Part II - Fueled by the interactive nature of Part I, several case studies of large civil service and corporate testing groups migrating to web based platforms will be covered. General descriptions of issues encountered by The Public Service Commission of Canada will be reviewed. ROI data will be presented demonstrating cost savings of 58% versus the traditional paper and pencil model. A demo of a Candidate Dashboard similar to one utilized by the US Dept of Homeland security will reveal the large economies of scale, additional securities, and efficiencies that can be achieved in large, multi step candidate selection programs.

3:00 PM **Business Meeting**

*Chaired by Amy Bauer, MAPAC President
Maryland State Highway Administration*

- Treasurer’s Report
- Committee Reports
- Election of Officers
- Bylaws Update

5:30 PM **Hospitality Hour & Reception – Location to be announced...**

Friday, September 19, 2003

8:30 AM Coffee

8:45 AM Future Generation of Assessments
Marilyn Gowing, Aon Consulting

A review of assessment applications utilized by IRS and other federal agencies to address unique selection problems. Realistic Job Preview Simulations that allows candidates to "test drive" the job as well as Remote Mini Assessment Centers will be specifically described. Presentation will also include a demonstration of a "LEADeR simulation" application as well as a "Local Government REPeValuator" selection/assessment methodologies developed by Aon Consulting and will include relevant, up-to-date research conclusions regarding the use of these assessment strategies.

10:30 AM Adverse Impact: Legal, Psychometric, and Practical Considerations in Employment Testing
Wanda Campbell, Edison Electric Institute

Adverse impact is a legal term that refers to differential pass rates for different subgroups. This presentation will examine the legal requirements in those cases where adverse impact is found and provide suggestions for ensuring that these requirements are met. This will be followed by a review of common selection techniques and factors influencing the degree of adverse impact. Finally, strategies for reducing adverse impact will be described along with practical implications of their use.

12:00 PM Closing

MAPAC on the WEB and by e-mail!

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

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>

Send a message to: 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.Hamill@dhs.gov



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a little information about our presenters.....

(speaker information is listed in order of presentation)

Patrick Curtin, Ph.D. is an associate with Caliber Associates with eight years' experience including work with nonprofit, for-profit, and governmental agencies. His experiences range from performing basic job analyses to working on large-scale organizational interventions. His applied areas of expertise lie principally in job analysis and classification, test development/validation, interviewing, and training. Prior to joining Caliber Associates, a portion of his work at the Vandaveer group centered on his conducting competency-based job analyses, the products of which were used to create job descriptions and classification categories for many positions at a large nonprofit organization.

Deborah Whetzel, Ph.D. is an associate with Caliber Associates and has nearly 20 years' experience in behavioral science research. She has directed or conducted research on projects dealing with structured interview development; competency model development; instructional systems design; and test development, research, and implementation. Dr. Whetzel co-edited a book, Applied Measurement Methods in Industrial Psychology, which describes in fairly simple terms methods for conducting job analysis and for developing predictor and criterion instruments. The book has received several positive reviews. Her work has been presented at professional conferences and published in peer-reviewed journals.

Susan M. Reilly, Ph.D. is a Personnel Research Psychologist at the U. S. Department of Homeland Security, Bureau of Immigration and Customs Enforcement. Her work has been in the study of cognitive tests and the relationship of pre-employment tests to job training and work performance. Susan received her Ph.D. from Fordham University..

Randy Park, Ph.D. is a Personnel Research Psychologist at the U. S. Department of Homeland Security, Bureau of Immigration and Customs Enforcement. His work has been in the development and equating of pre-employment tests, and in operational testing issues.

Nick Vasilopoulos, Ph.D. is an Assistant Professor in Industrial/Organizational Psychology at George Washington University. Prior to joining GW, Nick worked for five years as a Personnel Research Psychologist in the Research and Development Branch of the Office of Human Resource Management at the former U.S. Immigration and Naturalization Service. His primary research interests include issues relating to personnel selection and multisource feedback. Nick received his Ph.D. from Stevens Institute of Technology

Ted Hayes, Ph.D. is a Psychologist with the U.S. Transportation Security Administration in Arlington, VA. His work has examined the relation of pre-employment assessments, such as logic-based measurements and bio-data, to work performance.



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(speaker information is listed in order of presentati on)

Patricia Harris Thomas is Director of the Personnel Research and Assessment Division within the Bureau of Customs and Border Protection in the Department of Homeland Security. She manages a staff of Industrial and Organizational Psychologists in the development and implementation of assessments for selection and promotion. Ms. Harris-Thomas, a Personnel Research Psychologist for 31 years, has also managed testing and research and development functions at the U.S. Office of Personnel Management and the former U.S. Immigration and Naturalization Service.

Henry Busciglio, Ph.D. is a Senior Personnel Research Psychologist with the Bureau of Customs and Border Protection in the Department of Homeland Security. His research efforts at Customs include selection and promotional assessments for inspectors and agents, Assessment Centers for Management and Senior Executive Development, and a long-term, multi-phased evaluation of the Quality Recruitment Program. Henry received his Ph.D. in Industrial and Organizational Psychology from the University of South Florida.

Mark Young, Ph.D. is a senior research psychologist with the U.S. Army Research Institute for the Behavioral and Social Sciences in Alexandria, Virginia. His work at ARI over the past fourteen years has focused on the development and validation of personnel assessment measures that can be used to reduce soldier attrition, while increasing job performance.

Mark Wenzel, Ph.D. is currently a senior consultant with the Performance Assessment Network, Inc., (PAN) and works with a wide range of clients such as Procter & Gamble, IBM, Georgia Pacific, as well as the Canadian government on a range of testing and assessment automation issues. Marc holds an undergraduate degree from Miami University of Ohio and a Ph.D. in Clinical Psychology from Loyola University of Chicago. His projects have ranged from seamless bio-data test delivery integrated with online applications forms and branching rules to full scale migration of a large, multi-language paper-and-pencil testing process to a web based model. Prior to working with PAN, Marc provided a range of internal OD and teaching services to the medical staff in a multi-hospital setting.



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(speaker information is listed in order of presentation)

Marilyn K. Gowing, Ph. D. is currently Senior Vice President and Government Practice Leader for Aon Consulting based in the Washington office. Prior to joining AON, Dr. Gowing was a member of the Senior Executive Service for the U. S. Office of Personnel Management where she directed the Personnel Resources and Development Center. In 1999, she received the Presidential Meritorious Rank Award for reengineering government processes, building strategic partnerships of Federal, state and local government and directing the use of advanced technology including Internet administration of organizational culture surveys. Dr. Gowing has also received awards from the Internal Revenue Service, the U. S. Department of Housing and Urban Development, the American Society of Association Executives, the U. S. Office of Personnel Management and the National Partnership for Reinventing Government, among others. Dr. Gowing was named “The Distinguished Psychologist in Management for the Year 2000” by the Society of Psychologists in Management and was elected to serve on the Board of Directors. In 2001, both the American Psychological Association and the Society of Industrial and Organizational Psychology named Dr. Gowing to “Fellow” status. She is a past Board member of the Society of Industrial and Organizational Psychology, Past President of the Personnel Testing Council of Metropolitan Washington, Past Secretary of the IPMA Assessment Council and President-Elect of the Society of Psychologists in Management. Her publications include two books, Taxonomies of Human Performance (with Edwin A. Fleishman) and The New Organizational Reality: Downsizing, Restructuring and Revitalization (with John Kraft and James Campbell Quick), several book chapters and many professional journal articles. At the invitation of Dave Ulrich and Mark Huselid, she served as Guest Editor for a Special Issue of - Human Resources Management Journal on the Public Sector. Dr. Gowing is a graduate of the College of William and Mary and a Distinguished Alumna of The George Washington University where she received her Ph.D. in Industrial and Organizational Psychology

Wanda Campbell, Ph.D., is the Director of Employment Testing for Edison Electric Institute. Prior to beginning her doctoral work at Old Dominion University, Wanda worked as an Equal Opportunity Specialist for EEOC for five years.

As Director of Employment Testing, Wanda directs a nationwide testing program for the investor-owned electric utility industry. In this capacity, she oversees the development of selection tests, provides guidance to approximately 70 companies throughout the country who use these tests, and is actively involved in the defense of EEI tests against all challenges. The Employment Testing Department of EEI has prevailed in all challenges to the validity of its tests in all forums for over two decades.

**MAPAC Conference Registration
Fall 2003 Meeting (September 17 - 19, 2003)
Washington DC**

Name(s) _____

Organization _____

Address _____

Telephone No. () _____ Fax No. () _____

E-Mail Address _____

Meeting and Workshop Information

Number of people to attend:

Workshop	Wednesday 9/17	_____
Conference	Thursday 9/18	_____
Conference	Friday 9/19	_____

Note: If you or anyone included on this form 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>
MAPAC Members	Free	Free
Non-Members	\$100.00	\$100.00

Students with approved nomination may attend all sessions compliments of MAPAC.

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 September 8, 2003
To: 518-485-8244
Attn: Verna Gerrity/MAPAC

or mail to:

Will Martin
New York State Department of Civil Service
State Office Building Campus, Room 232
Albany, New York 12239

Hotel Information

One Washington Circle Hotel
One Washington Circle, N.W.
Washington, DC 20037
1- (800) 424-9671

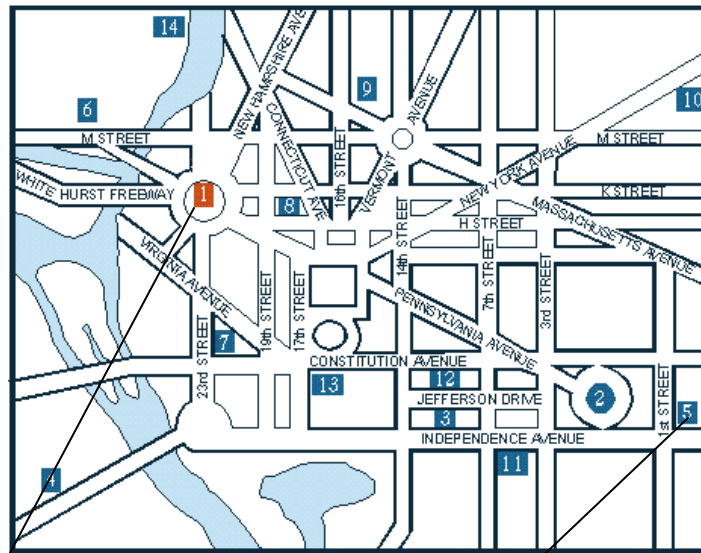
MAPAC Rates: \$150 Single; \$20 each additional guest (taxes 14.5% additional)

Note: Please indicate "MAPAC" when making reservations to secure this rate.

Note:

- If accommodations are needed, please contact the hotel directly by **August 18, 2003**.
- 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.

Parking: \$18.00 + tax for overnight guests and conference attendees.



1 = One Washington Circle Hotel

5 = Library of Congress

Driving Directions/Map & Metro Rail Information

From National Airport: Leave National Airport going North, follow George Washington Parkway North and exit on Memorial Bridge. Cross Memorial Bridge. Stay in left lane, turn left at the end of the bridge. Go 1/8 of a mile, turn left on 23rd Street. Follow 23rd Street and continue driving until you reach Washington Circle, go halfway around the circle and veer to the right on New Hampshire Avenue. The hotel entrance is on the immediate left.

From Dulles Airport: Follow the Dulles Access Road to 66 East. Follow 66 East toward Washington and exit for Key Bridge. Cross the bridge and turn right on M Street. Follow M Street which will turn into Pennsylvania Avenue and continue driving until you reach Washington Circle. Go around Washington Circle and veer to the right on New Hampshire Avenue. The hotel entrance is on the immediate left.

From New York, New Jersey, Baltimore and BWI Airport: Follow 95 South Towards Washington to 295 South (Baltimore-Washington Parkway). Follow 295 to Route 50 West--Washington. Route 50 becomes New York Avenue, follow through town and it becomes Massachusetts Avenue. Follow Massachusetts Avenue to Thomas Circle, go 3/4 around Circle, exit on to Rhode Island Ave. Follow Rhode Island Avenue and bear right on M Street to 23rd Street and turn left. Cross L Street and turn left into the driveway of the hotel.

From Richmond, VA & North Carolina: Follow 95 North to 395 North (Washington). Stay on 395 North to Memorial Bridge (left exit). Cross Memorial Bridge. Stay in left lane, turn left at the end of the bridge. Go 1/8 of a mile, turn left on 23rd Street (no sign 1st left you can make). Follow 23rd Street and continue driving until you reach Washington Circle, go halfway around the Circle and veer to the right on New Hampshire Avenue. The hotel entrance is on the immediate left.

From Frederick, Hagerstown, 270 and 70: Follow 270 South towards Washington. 270 forks - you take the 495 Virginia fork. Follow 495 into Virginia and exit onto George Washington Parkway towards Washington. Follow this road about 10 miles and exit at the Key Bridge. Go across Key Bridge and turn right on M Street. Follow M Street which will turn into Pennsylvania Avenue and continue driving until you reach Washington Circle. Go around Washington Circle and veer to the right on New Hampshire Avenue. The hotel entrance is on the immediate left.

From Route 66, Middleburg & Winchester: Follow 66 east towards Washington and exit for Key Bridge. Cross the bridge and turn right on M Street. Follow M Street which will turn into Pennsylvania Avenue and continue driving until you reach Washington Circle. Go around Washington Circle and veer to the right on New Hampshire Avenue. The hotel entrance is on the immediate left.

One Washington Circle Hotel is 1/2 block from the Foggy Bottom Metro Rail stop. (<http://www.wmata.com/metrorail/systemmap.cfm>)



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**2003 Fall MAPAC Conference
September 17 - 19, 2003
Washington DC
Student Nomination Form**

Student Name: _____

School/Program: _____

Research Interests: _____

Professional Interests/Goals (as related to public sector, if any):

Student Signature & Date: _____

Student e-mail Address: _____

Faculty Advisor: _____

Faculty Advisor Signature: _____

Note: A limited number of student scholarships to attend the conference are available for which the conference fees will be waived. Priority will be given to early nominations. Only students who are definitely willing and able to attend should submit an application. Please fax forms (one form for each student) to Amy Bauer at 410-209-5019. Once the nomination has been accepted, the student will be contacted and invited to complete a Registration Form.