



IPAC
INTERNATIONAL PERSONNEL ASSESSMENT COUNCIL

IPAC 2016 Annual Conference
Gold Rush: Nuggets of Truth in Assessment

Call for Proposals

Submission Deadline January 8, 2016

Conference Information

- **Conference Dates:** July 31-Aug 3, 2016
- **Conference Location:** Holiday Inn Sacramento-Capitol Plaza in Sacramento, CA
- **Proposal Due Date:** January 8, 2016
- **How to Submit** Submit your proposal [HERE](#)

About IPAC

[The International Personnel Assessment Council \(IPAC\)](#) is the premier organization of assessment professionals who develop and deliver advanced testing and measurement services within the HR community. IPAC provides:

- educational opportunities
- a forum for expertise sharing
- best practices and research in the field
- resources that demonstrate the value added by assessment in organizations

IPAC is a non-profit organization of nearly 300 HR professionals actively engaged in or contributing to the professional, academic, and practical field of personnel research and assessment. The Annual Conference offers professionals the opportunity to share their latest research, programs, and ideas with their peers. Since its origins in International Personnel Management Association Assessment Council (IPMAAC) over thirty years ago, IPAC's greatest strengths have been its members' commitment to building a solid theoretical and applied research foundation for their professional activities and the spirit of cooperation and mutual support that pervades the organization.

Conference Invite

As someone who is part of the assessment community, you are cordially invited to be a part of the IPAC tradition. Anyone, members and non-members, may submit a proposal for consideration. Submitting to the conference is quick and easy and involves preparing a short narrative summary and abstract. Please help make the 2016 conference a success and submit a submission to be a presenter at the conference.

All topics in the area of personnel assessment, including, but not limited to, selection, legal issues, performance management, training and development, and leadership and succession planning are welcome at the conference. IPAC recognizes the value of assessment across the HR continuum as HR fulfills its role of strategic partner in each organization's pursuit of its mission, vision, and business goals.

Examples of potential program topics include:

- **Challenges and Innovations in Personnel Assessment**
 - As organizations and the nature of work continue to change, how are personnel assessment practitioners meeting the challenge? What innovative approaches have been employed to handle issues such as the assessment of teams and the use of non-traditional assessment techniques?
- **Programs and Practices Demonstrating Excellence in Assessment**
 - The focus of this program component is on sharing "sound practices" with colleagues. Have you developed an effective program to address a specific personnel assessment challenge? Have you designed a leadership development program to address today's challenges? What steps have you taken to ensure your performance management program promotes employee development?
- **Strategies/Techniques for Managing the Assessment Function**
 - The focus of this component is on the management of the assessment program. What approaches have you found to be effective in managing an assessment program that meets legal and professional standards as well as the needs of your organization/client? Have you incorporated assessment into leadership development? Have you developed a telework program to ensure employee engagement and success?
- **Responses to Change/Role of Assessment Professionals**
 - What strategies have you employed to meet the challenges of civil service reform, regulatory changes, quality initiatives, and/or downsizing? How is the assessment function impacted by environmental changes, and how do assessment professionals assist in facilitating these? Has the assessment function had a role in change management in your organization?
- **Information Technology in Personnel Assessment**
 - How is the use of information technology changing capabilities in personnel assessment? How have video, computer-based, and Internet testing been incorporated into selection programs? How can we use technology to enhance and expand training and development opportunities?
- **Assessment-Related Research**
 - What research projects have you been involved with, either in a workplace or academic setting? Have you, or someone you know, recently completed a thesis or dissertation on a topic related to personnel assessment?

Session Formats

Provided below are descriptions of each possible session type:

- **Symposium (Typical presentation length: 1 or 1½ hours)**
 - A symposium is a group of usually three to five presenters, each of whom makes a presentation on the selected topic or problem. Effective configurations of presenters include: (1) individuals from different work settings to discuss their experiences with a given problem; (2) individuals with different opinions or interpretations of the problem; (3) individuals offering alternative solutions to the problem; and (4) individuals with in-depth knowledge of different aspects of the problem.
 - **Submission Length Requirement:**
 - Abstract: 150 words
 - Proposal Narrative Summary: MIN: 250 words; MAX: 1,000 words

- **Panel Discussion (Typical presentation length: 1 or 1½ hours)**
 - In contrast to a symposium, a panel discussion is designed to generate spontaneous interaction among participants and between participants and the audience. The chairperson of a panel discussion must be knowledgeable about the topic to serve as a moderator, pose pertinent questions to participants, ensure that each panelist has the opportunity to speak, and guide the flow of the discussion. Although diversity of perspectives among panelists is often a key to success, panels that present innovations, programs, or research are also appropriate. Proposals must describe: (1) the themes to be discussed; (2) questions to be addressed; and (3) the proposed session's structure.
 - **Submission Length Requirement:**
 - Abstract: 150 words
 - Proposal Narrative Summary: MIN: 250 words; MAX: 1,000 words

- **Tutorial (Typical presentation length: 1½ hours)**
 - A tutorial provides in-depth coverage of a topic. Tutorials aim to help the target audience develop new skills or enhance existing skills. Tutorials are not lectures; they should be interactive sessions that afford an opportunity to gain "hands on" experience applying new skills and to discuss problems and issues related to the subject. A tutorial may be presented by one or more persons. Proposals must describe: (1) the audience level for which they are appropriate (i.e., beginner or advanced); and (2) the interactive activities planned.
 - **Submission Length Requirement:**
 - Abstract: 150 words
 - Proposal Narrative Summary: MIN: 250 words; MAX: 1,000 words

- **Paper Presentation (Typical presentation length: 30, 45, or 60 minutes)**
 - Proposals for individual paper presentations may also be submitted. Participants need not have completed a formal research paper for publication; instead the proposal may take the form of an executive summary or write-up of a topic of interest. If the proposal focuses on empirical research, the proposal must describe the study's contribution to the field and methodology used for data collection. The Program Committee will assign

accepted proposals to a session comprising two to four presentations on related topics and designate a session chairperson or discussant, as appropriate.

- **Submission Length Requirement:**
 - Abstract: 50 words
 - Proposal Narrative Summary: MIN: 250 words; MAX: 500 words
- **Student Poster (Presentation Length: 60 minutes)**
 - Students may also submit proposals for the student poster session. The poster session is designed for current students to showcase their academic or applied work in the area of assessment. Submissions typically include completed research, applied projects, or theoretical work. In-progress research/applied projects may be featured if data collection is underway; however, authors must present completed work at the time of the conference.
 - **Submission Length Requirement:**
 - Abstract: 50 words
 - Proposal Narrative Summary: MIN: 250 words; MAX: 500 words

Submission Process

[Proposals must be submitted using IPAC's online submission system.](#) To register with the system, you will need to provide your email address and create a password to log in to the system. Please select a password that you will remember.

To submit, you will need to complete an online form as well as upload your proposal. To start the submission process, you will complete the **online form** with the following information:

- **Title** of the presentation
- **Presenter/Author** name(s) and contact information
- **Abstract:** Provide a short statement that clearly describes the session's content and format and why it will be of interest to IPAC conference attendees. Your abstract will be printed in the Conference Program, if the proposal is accepted for presentation. *Length Requirement:*
 - 50 words for a paper presentation or student poster
 - 150 words for all other submissions.
- **Topic Area(s)** of your presentation, which will help match proposals to reviewers and schedule sessions. The system will provide a list to select from.
- **Session Type** (i.e., paper presentation, symposium, panel discussion, tutorial, or student poster) **and Requested Session Length** (i.e., 30, 45, 60, 90 minutes). The system will provide a list to select from.
- **Session Focus** (i.e., applied, academic). The system will provide a list to select from. Select all that apply.
- **Audience Level** (i.e., basic, intermediate, advanced). The system will provide a list to select from. Select all that apply.
- **HRCI Information:** Each year IPAC submits the conference program for approval by HRCI. If approved, conference presentations attended will count towards continuing SHRM certification. For your submission, please provide a brief bio for each speaker and THREE one-sentence learning objectives.

- **Speaker Bios** (limit 250 *characters*)
- **THREE Learning Objectives:** Learning objectives must be linked to a Functional Area, a Responsibility within that Functional Area, and Knowledge Area(s). Include the name of the Functional Area, number of the Responsibility within that Functional Area, and the number(s) that best describe the Knowledge Area(s) your proposal covers. Click here to see the exam content (Functional Areas, Responsibilities, and Knowledge).

In addition to completing the online form, **you will also upload your proposal** (i.e., Narrative Summary). Acceptable file formats include: .doc, .docx, and .pdf. To ensure a blind review process, remove all presenter names and information before uploading the file. **Length Requirement:**

- 250 to 500 words for paper presentations and student posters
- 250 to 1,000 words for symposia, panel discussions, and tutorials

After submitting your online form and proposal, you will receive a confirmation email including a proposal ID. You may log in to the system to make revisions to your proposal until 5:00pm (PST) **January 8, 2016**.

HRCI Pre-approval

All sessions included in the IPAC conference will be submitted for HRCI approval for recertification credit. All authors are required to provide the necessary information for their proposal to establish HRCI credit within one of the PHR/SPHR Exam Functional Areas by providing at least three one-sentence learning objectives directly tied to the body of knowledge covered by the PHR/SPHR exams. If your session has been previously approved for HRCI credit, please provide any information that we can use to assist HRCI with our approval process, such as the session approval code, sponsoring organization, event, date, and location where the presentation was previously given.

Review Process and Notification

Proposals will be reviewed by the Program Committee for technical soundness, theoretical and/or practical significance, and interest to the conference attendees. You will be notified by e-mail regarding acceptance/rejection of your proposal. Please be sure to include an accurate e-mail address for the presenter who wishes to receive correspondence regarding this submission.

Presenter Requirements

In order to present at the conference you must:

- Register for the conference.
- Provide an *electronic* copy (i.e., a PDF, PowerPoint, or word processor file) of your presentation to the Program Committee prior to the conference. We will make these documents available to attendees and IPAC members via our conference website. Presenters are *not* required to provide paper handouts to session attendees.

Questions

Questions about the proposal process and/or conference planning activities may be directed to the Conference Program Committee at ipacconferenceprogram@gmail.com.

All submissions are due by 5:00 PM PST on January 8, 2016. Click here to submit your proposal.

