



State of Utah  
Department of Commerce

Division of Occupational and Professional Licensing

JON M. HUNTSMAN, JR.  
Governor

FRANCINE A. GIANI  
Executive Director

F. DAVID STANLEY  
Division Director

TO: Architect and Professional Engineer Associations

FROM: F. David Stanley, Director

DATE: February 2, 2009

RE: Request for nomination to serve on the UBCC Education Advisory Committee

The Division of Occupational and Professional Licensing is in need of either a licensed architect or licensed professional engineer to serve on the UBCC Education Advisory Committee.

In accordance with statutory requirements and for the purpose of obtaining your organization's recommendation of candidates for appointment to the committee, we respectfully solicit your nominations. We would appreciate three nominations ranked in the order of your preference. The Executive Director will consider those nominations along with any others she may receive and will thereafter make the appointment. Please remember, the appointment is hers and she may or may not appoint one of your nominees.

In order to complete our list of nominations by May 1, 2009, please submit not later than April 10, 2009 your organization's nominations to the Division along with a copy of each nominee's resume. If we have not received your nominations by that date, we will have to proceed without them.

In submitting your nominations, please consider the availability of each candidate to devote the time and attention required of a committee member. Current officers of professional associations are felt to be inappropriate nominees due to possible conflict of interest issues. Appointed committee members should not accept an officer position with a professional association for the same conflict of interest reasons.

Your assistance is greatly appreciated.

Sincerely,



F. David Stanley  
Director