Dear [Department Head],

I hope this email finds you well. As you may know, Utah State University has recently become a member organization of [ORCID](https://orcid.org/). I am writing to request 10 minutes at an upcoming department meeting to speak with the faculty about ORCID.

ORCID is a non-profit organization that provides a persistent digital identifier for researchers and scholars. Your ORCID iD is a unique identifier that distinguishes you from every other researcher and ensures that your work is easily discoverable and accessible. It allows you to connect your research activities and outputs across multiple systems, platforms, and organizations.

ORCID is increasingly being required by publishers, funding agencies, and research institutions. Additionally, ORCID can help you get credit for all your research outputs and streamline your reporting obligations for grants and awards.

I believe that ORCID is a valuable resource for faculty members in [Department Name], and I would like to take the opportunity to share information about ORCID with the department at an upcoming meeting. I would like to request 10 minutes on the agenda to provide an overview of ORCID, explain its benefits, and answer any questions that faculty members may have.

Thank you for your consideration, and please let me know if there are any questions or concerns.

Best regards,

[Your Name]