

Administrative Staffing Trends - Introduction

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AAMC Medical School Operations Data Snapshots

AAMC Medical School Operations Data Snapshots are published periodically throughout the year. Each data snapshot examines previously published or unpublished data from a variety of AAMC data sources and addresses issues such as medical school finances, strategic planning, and faculty and staff workplace policies. These data snapshots aim to highlight key findings from AAMC data collections and reports, raise awareness of available AAMC data for operational decision-making, and encourage broad participation in AAMC data collections.

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DATA SNAPSHOT




Infrastructure Review: Administrative Staff Head Count Per Full-Time Faculty at U.S. Medical Schools

June 2025

Administrative support is essential to the successful delivery of academic medicine's core missions of education and research. For MD programs, administrators play a pivotal role in coordinating curriculum delivery, managing accreditation, supporting faculty and student needs, and ensuring smooth clinical and educational operations. Research administrators enable researchers to focus on advancing scientific discovery by managing pre- and post-award responsibilities, including staffing, budgeting, and logistics. A stable and adequately staffed administrative infrastructure is critical to helping both students and faculty thrive.

In addition to what is available within the school-specific AAMC Operations Management Tool (OMT), this data snapshot provides benchmarks of administrative staff supporting both MD programs and the research portfolio per full-time faculty at U.S. medical schools. It also offers insights to inform strategic planning and operational decision-making around hiring and retention efforts.

Administrative Staffing Trends - OMS Definitions


AAMC
Advancing the Doctor, Transforming the Care

Confidential

Operations Management Survey
Fiscal Year 2023

Prepared for
Sample Medical School

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Staff Headcounts ⓘ

- (C) 17 Administrative staff (non-faculty positions) supporting the MD program
- (C) 18 Administrative staff (non-faculty positions) supporting the research portfolio associated with activities that took place in the non-class research laboratory space reported in Research question 33.

Fiscal Year 2023

17. Administrative staff (non-faculty positions) supporting the MD Program

Headcount (not the FTE) of full-time or part-time individuals whose positions provide direct support to the MD Program.

18. Administrative staff (non-faculty positions) supporting the research portfolio in FY associated with activities that took place in the non-class research laboratory space

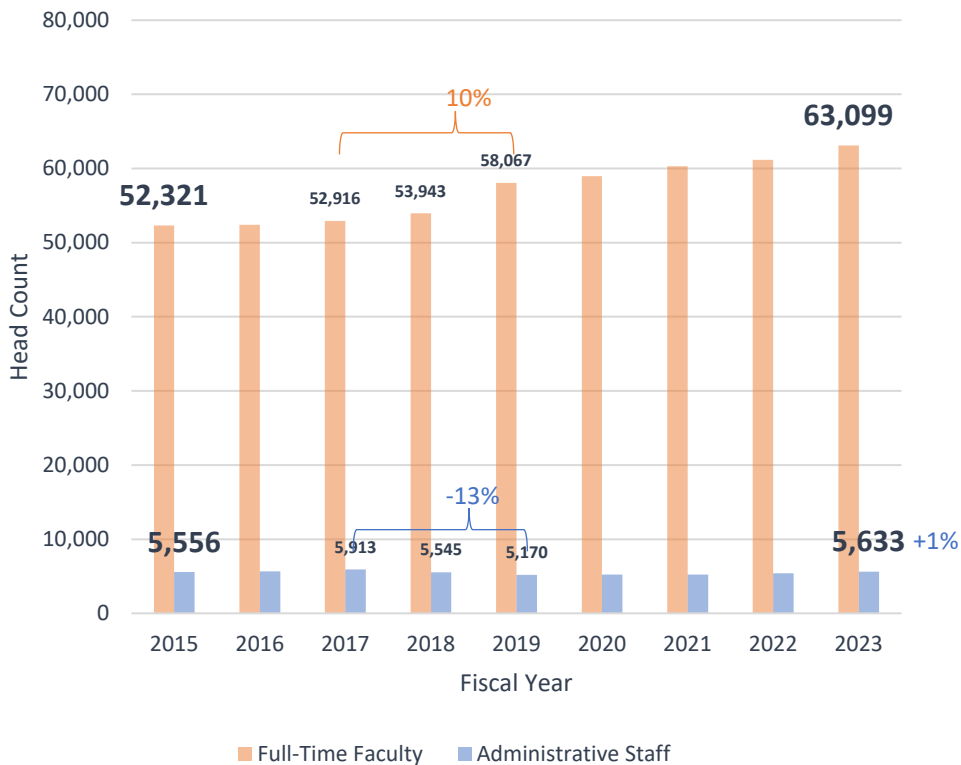
Report the headcount (not the FTE) of full-time or part-time individuals in FY whose positions explicitly designated to support the pre-award and post-award administration of the research portfolio. Include all full-time and part-time positions, regardless of funding source or physical location of the positions (e.g., dean's office, department, shared service, or affiliated centers, institutes, and hospitals)

Full-time faculty represent both basic and clinical science faculty as reported in the AAMC Faculty Roster

****Note: We have paused OMS collection until 2027****

Administrative Staff Supporting the MD Program

The figures presented below are from 36 U.S. medical schools that reported head count data about administrative staff supporting the MD program for nine consecutive years (2015-2023) on the OMS



Administrative Staff Supporting the MD Program per Full-Time Faculty Members

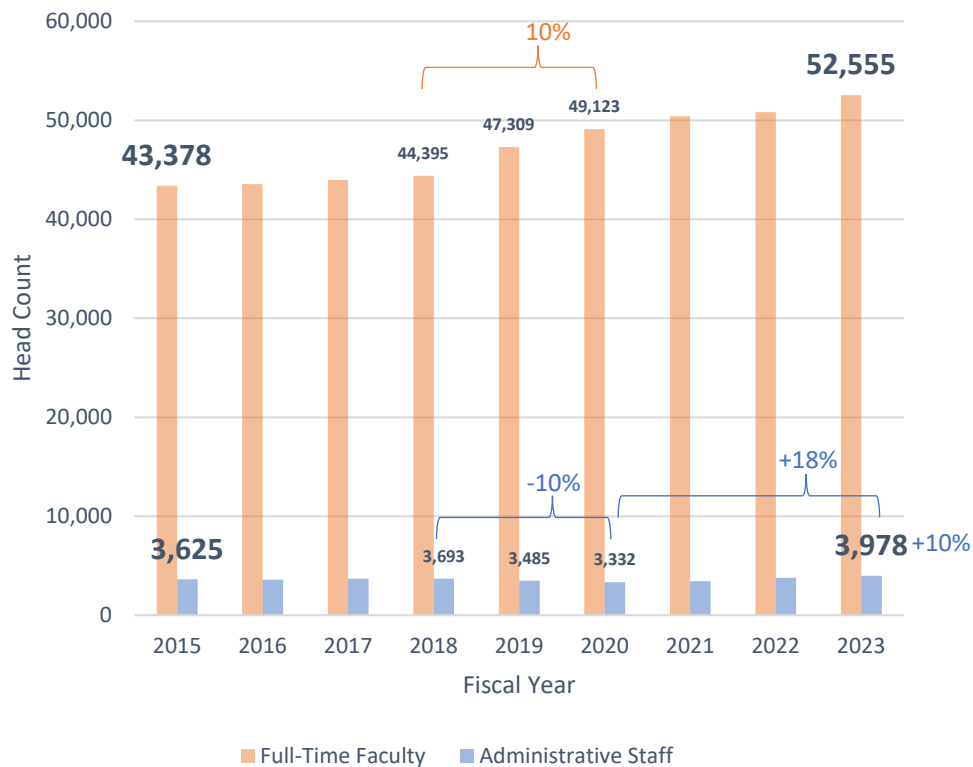
	All Schools FY 2015	FY 2023	Public Schools FY 2015	FY 2023	Private Schools FY 2015	FY 2023
Median	1 admin per 17.5 faculty	1: 16.8	1: 13.6	1: 12.5	1: 24.9	1: 20.2
Mean	1: 3.5	1: 4.1	1: 3.5	1: 3.7	1: 3.3	1: 5.2
Min/Max	1: 577 / 3.5: 1	1: 149 / 3.7: 1	1: 57 / 3.5: 1	1: 54 / 3.7: 1	1: 577 / 2.8: 1	1: 149 / 1.9: 1

* Summary data include extreme outliers and were calculated from school-level ratios.

Looking at the median for “All Schools”, there was 1 administrator supporting 17.5 faculty in 2015, and 1 administrator supporting 16.8 faculty in 2023.

Administrative Staff Supporting the Research Portfolio

The figures presented below are from 30 U.S. medical schools that reported head count data about administrative staff supporting the research portfolio for nine consecutive years (2015-2023)



Administrative Staff Supporting the Research Portfolio per Full-Time Faculty Members

	All Schools FY 2015	FY 2023	Public Schools FY 2015	FY 2023	Private Schools FY 2015	FY 2023
Median	1 admin per 12.4 faculty	1: 13.6	1: 13.7	1: 13.6	1: 10.1	1: 21.5
Mean	1: 8.8	1: 10.8	1: 9.0	1: 10.6	1: 8.4	1: 11.3
Min/Max	1: 124 / 1: 2.3	1: 109 / 1: 2.5	1: 91.4 / 1: 3.5	1: 50.4 / 1: 3.9	1: 124 / 1: 2.3	1: 109 / 1: 2.5

* Summary data include extreme outliers and were calculated from school-level ratios.

Looking at the median for “All Schools”, there was 1 administrator supporting 12.4 faculty in 2015, and 1 administrator supporting 13.6 faculty in 2023.