



GARISSA UNIVERSITY

UNIVERSITY EXAMINATION 2017/2018 ACADEMIC YEAR ONE SECOND SEMESTER EXAMINATION

SCHOOL OF Education, Arts and Social Sciences

FOR THE DEGREE OF BACHELOR OF ARTS (GEOGRAPHY)

COURSE CODE: PSA 103

COURSE TITLE: INTRODUCTION TO PUBLIC ADMINISTRATION

EXAMINATION DURATION: 3 HOURS

DATE: 10/04/18

TIME: 2.00-5.00 PM

INSTRUCTION TO CANDIDATES

- **The examination has SIX (6) questions**
- **Question ONE (1) is COMPULSORY**
- **Choose any other THREE (3) questions from the remaining FIVE (5) questions**
- **Use sketch diagrams to illustrate your answer whenever necessary**
- **Do not carry mobile phones or any other written materials in examination room**
- **Do not write on this paper**

This paper consists of TWO (2) printed pages

please turn over



QUESTION ONE (COMPULSORY)

(a) Define these terms:

i. Public Administration [1 mark]

ii. Personnel Management [1 mark]

(b) Briefly describe the origin and the history of Public Administration [8 marks]

(c) Discuss **five** (5) reasons why Public Administration is regarded as an important field [15 marks]

QUESTION TWO

(a) Explain **three** (3) hindrances to an effective study of comparative public administration today. [6 marks]

(b) Discuss any **three** (3) major differences between the state and society. [9 marks]

QUESTION THREE

(a) Explain **three** (3) significances of an effective organizational structure in a public agency [6 marks]

(b) Describe any **three** (3) types of organizational structures in Public Administration. [9 marks]

QUESTION FOUR

Discuss any **three** (3) major functions of Bureaucracy [15 marks]

QUESTION FIVE

(a) Explain any **three** (3) factors that affect the policy making process in Public Administration [3 marks]

(b) Discuss the major steps to be followed when making a given policy for any organization [12 marks]

QUESTION SIX

Discuss any **five** (5) elements of Public Administration [15 marks]

